

**SUMTER COUNTY BOARD OF COMMISSIONERS
EXECUTIVE SUMMARY**

SUBJECT: Budget Amendment A-13 (FY 11/12) General Fund (Staff recommends approval).

REQUESTED ACTION: Approve Budget Amendment A-13

☐ Work Session (Report Only)

DATE OF MEETING: 11/22/2011

☒ Regular Meeting

☐ Special Meeting

CONTRACT: ☐ N/A

Vendor/Entity: _____

Effective Date: _____

Termination Date: _____

Managing Division / Dept: _____

Financial Services Department

BUDGET IMPACT: \$10,000

☒ Annual

FUNDING SOURCE:

001-366025 ASPCA Grant

☐ Capital

EXPENDITURE ACCOUNT:

001-200-562-5500 Training

001-200-562-4000 Travel & Per Diem

☐ N/A

HISTORY/FACTS/ISSUES:

The purpose of this budget amendment is to establish a budget for the grant received from the American Society for the Prevention of Cruelty to Animals (ASPCA). The grant provides extensive training opportunities for Sumter County Animal Control Officers through the ASPCA and Code 3 National Level Training for Cruelty Investigation.

This grant was approved by the Sumter County Board of County Commissioners on September 27, 2011 (see attached). The grant is for \$10,000 and has no county match.

AMENDMENT #: A-13
AGENDA DATE 11/22/2011

EXPLANATION : The purpose of this budget amendment is to establish a budget for the grant received from the American Society for the Prevention of Cruelty to Animals (ASPCA).

SUMTER COUNTY BOARD OF COMMISSIONERS
EXECUTIVE SUMMARY

SUBJECT: Approve grant agreement between the American Society for the Prevention of Cruelty to Animals (ASPCA) and Sumter County BOCC/Animal Services to implement a Project entitled "Stipends for Code 3 Cruelty Education for Animal Control Officers" (Staff recommends approval).

REQUESTED ACTION: **Execute grant agreement**

☐ Work Session (Report Only) **DATE OF MEETING:** 9/27/2011
☒ Regular Meeting ☐ Special Meeting

CONTRACT: ☐ N/A Vendor/Entity: ASPCA
Effective Date: 10/27/2011 Termination Date: 10/27/2012
Managing Division / Dept: Community Services/Animal Services

BUDGET IMPACT: Grant Revenue \$10,000 (no match required)

<input type="checkbox"/> Annual	FUNDING SOURCE:	
<input type="checkbox"/> Capital	EXPENDITURE ACCOUNT:	001-200-579-5500 = \$6000.00 001-200-579-4000 = \$4000.00

☐ N/A

HISTORY/FACTS/ISSUES:

On April 20, 2011, Animal Service submitted a grant application via online format to the ASPCA. The application submitted is to provide extensive training opportunities for Sumter County Animal Control Officers through the ASPCA and Code 3 National Level Training for Cruelty Investigation. On September 20, 2011, Animal Services received notification the application was approved for funding. The grant will pay for class registration, air fare, hotels and meals for the officers to attend cruelty investigation classes.

There is no local match requirement to receive the funds. It is required that the County recognize the support of ASPCA specific to this project in any photos, press releases, and to acknowledge project support by this nonprofit organization and provide a link to the ASPCA website.

The grant will be funded on or about October 27, 2011, and must be expended within a year. There are two progress reports due; one on March 12, 2012 and September 12, 2012. The primary contact for the grant at ASPCA will be Allison Cardona (allisonc@aspc.org, (212) 876-7700 x4315).

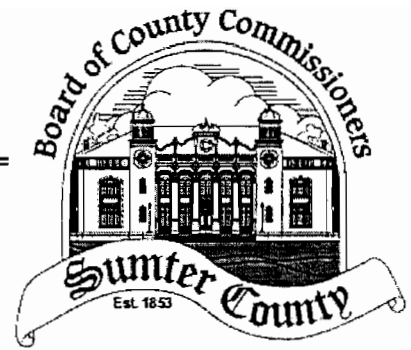
APPROVED

September 27, 2011

Board of County Commissioners

Sumter County, Florida

7375 Powell Road • Wildwood, FL 34785 • Phone (352) 689-4400 • FAX: (352) 689-4401
Website: <http://sumtercountyfl.gov>



September 30, 2011

Mr. Michael Barrett
ASPCA
520 8TH Avenue, 7th Floor
New York, NY 10018

Dear Mr. Barrett:

Enclosed for signature are two (2) originals of the Grant Award to Sumter County Animal Control Services approved by the Board of Sumter County Commissioners on September 27, 2011. Please have both copies signed and return one (1) to Clerk of Courts, Attn: Connie Webb, Deputy Clerk, P.O. Box 247, Bushnell, FL 33513.

Thank you for your assistance in this matter. If there are any questions, please do not hesitate to contact our office at (352) 569-6615.

Very truly yours,

BOARD OF SUMTER COUNTY COMMISSIONERS

GLORIA R. HAYWARD
CLERK & AUDITOR

By

Connie Webb
Deputy Clerk

Enclosures

Richard "Dick" Hoffman, Dist 1
(352) 689-4400
7375 Powell Road
Wildwood, FL 34785

Doug Gilpin, Dist 2
2nd Vice Chairman
(352) 689-4400
7375 Powell Road
Wildwood, FL 34785

Don Burgess, Dist 3
Chairman
(352) 689-4400
7375 Powell Road
Wildwood, FL 34785

Garry Breeden, Dist 4
Vice Chairman
(352) 689-4400
7375 Powell Road
Wildwood, FL 34785

Randy Mask, Dist 5
Office: (352) 689-4400
Home: (352) 793-3930
7375 Powell Road
Wildwood, FL 34785

Bradley S. Arnold,
County Administrator
(352) 689-4400
7375 Powell Road
Wildwood, FL 34785

Gloria R. Hayward, Clerk & Auditor
(352) 569-6600
215 E. McCollum Avenue
Bushnell, FL 33513

County Attorney
The Hogan Law Firm
Post Office Box 485
Brooksville, Florida 34605



GRANT AWARD REFERENCE:

NAME: **Sumter County Animal Control Services**

PROJECT: **Stipends for Code 3 Cruelty Education for Animal Control Officers**

AMOUNT: **\$10,000.00**

GRANT TERM: **September 12, 2011 - September 12, 2012**

ASPCA CONTACT: **Allison Cardona**

GRANT ACCOUNT LOGIN: **https://www.grantrequest.com/SID_900?SA=AM**

ANTICIPATED PAYMENT DATE: **10/27/2011***

**Due to heavy volume, some grant checks may take up to six weeks to process following our receipt of signed grant contracts from you. Most checks will be mailed sooner; however, we appreciate your patience if you do not receive your check within the usual four week payment period.*

Monday, September 12, 2011

Mr Frank Taberner
Animal Control Officer Coordinator
Sumter County Animal Control Services
819 CR 529
Lake Panasoffkee, FL 33538

Dear Mr Taberner,

The American Society for the Prevention of Cruelty to Animals (the "ASPCA") is deeply honored to be able to grant to Sumter County Animal Control Services the amount of \$10,000.00. These funds are designated for the following purpose as outlined in your grant request and in the following contract and, if applicable, its amendments: Stipends for Code 3 Cruelty Education for Animal Control Officers.

The ASPCA shall pay the grant to Sumter County Animal Control Services approximately two to six weeks following receipt of two signed original contracts, including this cover letter. By endorsing and depositing the grant check, you represent and warrant that your organization will meet the obligations specified in this letter and in the contract.

In consideration of the grant, the Sumter County Animal Control Services shall (a) publicly acknowledge that the project was made possible through a grant from the ASPCA and reference the ASPCA in all project materials and (b) grant to the ASPCA a license to use the Sumter County Animal Control Services name and trademarks to promote the grant.

Two jpegs of our logo are embedded into this document for your cut-and-paste use on your website or other collateral. Please refer to Section 2 of the accompanying contract regarding the use of these logos. Instructions regarding links to ASPCA's website can be found at this URL: <http://www.asPCA.org/about-us/legal-information/link-to-us.html>, including link banners via this URL: <http://www.asPCA.org/about-us/free-asPCA-stuff/free-link-banners.html>. For technical assistance regarding recognition of your grant, please contact press@aspca.org.

Furthermore, Sumter County Animal Control Services shall communicate with Allison Cardona (allisonc@aspca.org, (212) 876-7700 x4315) according to the schedule below until September 12, 2012 to review and evaluate the use of the grant funds (signed contracts are required and should be sent to the grants administrator*; formal letters of acknowledgement and thank you letters are optional and should be mailed or emailed to your ASPCA Key Contact).

Type	Notes	Schedule Date
Signed Contract		October 27, 2011
Grant Recognition	Include any photos, press releases, clips, links and communications to your constituents that recognize the ASPCA's support of this project.	March 12, 2012
Progress Report		March 12, 2012
Financial Report	Please include a list of expenditures for which this grant was used up to the date of this report submission.	March 12, 2012
Receipt(s)		September 12, 2012
Press Information	Please include any press stories or anecdotal information about this project. Human interest stories accompanied by photos are preferred.	September 12, 2012
Financial Report	Please include a comprehensive list of expenditures for which this grant was used.	September 12, 2012
Final Report		September 12, 2012

Please bookmark and log in to your "My Account" page at

https://www.grantrequest.com/SID_900?SA=AM

to view and submit ALL requirements, including the grant acknowledgement. You will receive an email reminder of your requirements approximately four weeks prior to their due dates. You

may submit requirements upon completion at any point during the grant term. Should you need a due date extension, please forward your request to allisonc@aspca.org with the requirement type (e.g. Progress Report, Photos, etc.), an explanation for your request and your preferred new due date.

An explanation of grant requirements you may be asked to fulfill are described on our website at <http://www.aspcapro.org/grant-reporting-requirements.php>

As a grantee, the ASPCA may occasionally request your input via surveys in order to collect data on best practices and animals served, to better the lives of at-risk animals. Through your participation, you demonstrate your gratitude for ASPCA support.

*We extend our best wishes to you for continued success and look forward to hearing about your accomplishments during the year. It is a pleasure to be among your current supporters. Please print two copies of this **entire** agreement, **including** this cover letter, sign both copies and mail to **Michael Barrett** at the address on the letterhead.

Sincerely,

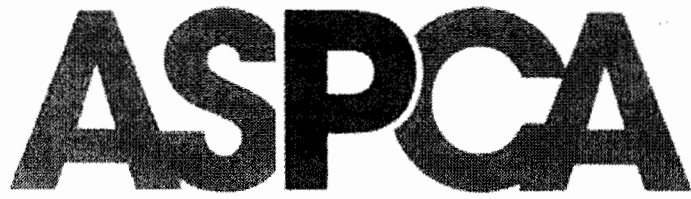
Allison Cardona

Allison Cardona
Director of Operations, Field Investigations & Response

CC: grants@aspca.org

ASPCA Logos: copy and paste (see Section 2 below)





GRANTS

WE ARE THEIR VOICE.



Monday, September 12, 2011

Mr Frank Taberner
Animal Control Officer Coordinator
Sumter County Animal Control Services
819 CR 529
Lake Panasoffkee, FL 33538

Re: Grant Agreement

Dear Mr Taberner:

Further to our award letter advising that your organization would be receiving a grant from the ASPCA, after you read this Grant Agreement please sign two copies and return to the Grants Department. Upon receipt, we will mail you a copy of the contract with the check.

In recognition of the valuable work of your organization, The American Society for the Prevention of Cruelty to Animals (the "ASPCA") is deeply honored to be able to grant to Sumter County Animal Control Services \$10,000.00 ("the Grant") for the following purpose: Stipends for Code 3 Cruelty Education for Animal Control Officers (the "Project"). Intending to be legally bound and in consideration of the Grant provided to Sumter County Animal Control Services and the desire of Sumter County Animal Control Services to conduct the Project, the parties hereby agree to the following terms and conditions as of the first date listed above (the "Effective Date"):

1. The Grant. The ASPCA shall pay the Grant to the Sumter County Animal Control Services accordingly:

Payment Number	Total # of Payments	Approximate Schedule Date	Amount
1	1	October 27, 2011	\$10,000

Please note that payment is contingent upon our receipt of two complete sets of signed contracts from you. Due to accounting rules, we will not draft a check until the contracts are in hand. Please send the signed award letters/contracts as soon as possible in order to expedite payment.

The Project shall consist of the following: Stipends for Code 3 Cruelty Education for Animal Control Officers - grant funds may be spent on registration, hotel and airfare. Sumter County Animal Control Services acknowledges and agrees that all Grant monies received by Sumter

County Animal Control Services from the ASPCA shall be used exclusively for costs incurred directly in connection with the Project and as set forth in this Agreement, and that failure to do so will result in Sumter County Animal Control Services having to return the Grant to the ASPCA within ten (10) days of the ASPCA's request to do so. Funding for subsequent years will be considered by the ASPCA after review of accomplishments. Sumter County Animal Control Services hereby grants to the ASPCA a license to use the Sumter County Animal Control Services name and trademarks on materials directly related to the activities of the Project. The Sumter County Animal Control Services Key Contact is you, and you shall communicate with Allison Cardona (allisonc@aspca.org, (212) 876-7700 x4315) (the "ASPCA Key Contact") monthly to review and evaluate the progress of the Project.

2. Acknowledgment. In consideration of the Grant, the Sumter County Animal Control Services shall publicly acknowledge that the Project was made possible through a generous grant from the ASPCA and shall reference the ASPCA in all Project Materials. "Project Materials" shall include, but not be limited to, all copy, script, text, graphics, photographs, video, audio, promotional and advertising materials, and all other editorial matter(s) or press releases relating to the Project. Sumter County Animal Control Services shall submit the Project Materials for review and approval by the ASPCA Key Contact prior to its inclusion in any materials prepared and intended to be distributed regarding the activities of the Project. No changes on the approved version of any Project Materials shall be instituted by Sumter County Animal Control Services without the prior written approval of the ASPCA Key Contact. The ASPCA hereby grants to Sumter County Animal Control Services a license to use the ASPCA Trademarks on materials directly related to the activities of the Project. "ASPCA Trademarks" are: "ASPCA®", which must always appear in PMS 422 and 021, unless used in materials that are completely black and white in nature, in which case it may appear in black; and "The American Society for the Prevention of Cruelty to Animals®". The ASPCA has the right in its sole discretion to require the Sumter County Animal Control Services to remove all references to the ASPCA's involvement if the ASPCA determines that the Sumter County Animal Control Services is not fulfilling its obligations under this Agreement.

3. Miscellaneous. This Agreement is intended to be binding upon Sumter County Animal Control Services and the ASPCA. This Agreement represents the final agreement between the parties with respect to the subject matter hereto, and hereby supersedes any and all prior agreements, written or oral, between the parties with respect to the matters contained herein. No amendment or modification of this Agreement shall be valid, unless made in writing and duly executed by the parties hereto. This Agreement is not intended to, nor shall it be deemed to create, any partnership or joint venture between Sumter County Animal Control Services and the ASPCA. This Agreement shall be interpreted, governed by and construed in accordance with the internal laws of the State of New York, without regard to the conflict of laws principles thereof. The parties hereto acknowledge and consent to personal jurisdiction and venue exclusively in New York, New York with respect to any action or proceeding brought in connection with this Agreement. This Agreement may be executed by the parties hereto in counterparts, each of which, when executed and delivered, shall be deemed to be an original and all of which shall constitute together the same document.

If the terms and conditions of this Agreement are acceptable, please sign this Agreement and return to us to confirm our mutual understandings and binding agreements as of the Effective Date.

SIGNATURE PAGE BELOW

Sincerely,

THE AMERICAN SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS

Julie Morris
Senior Vice President
Community Outreach

OR

Matt Bershadker
Senior Vice President
Anti-Cruelty Group

OR

Melissa Norden
Senior Vice President
Chief of Staff

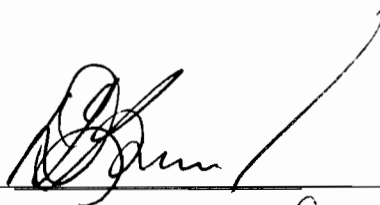
OR

Michael Barrett
Vice President
Grants Management

Accepted and agreed:

Sumter County Animal Control Services

By (signature of CEO/President/Director):



Name: Don Burgess, Chairman, Board of Sumter County Commissioners
Title: President/CEO/Executive Director (circle one or add actual title after name)